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| <p>Kalamazoo Loaves & Fishes Evaluation & Outcomes Coordinator: Contracted Position</p> |
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Reports to: Director of Organizational Development
Hours: 10-20/hr per week; flexible hours; contractual, grant-funded position
Salary/Pay: \$15-20/hr

Description

The position is responsible for developing meaningful outcome measures to track the impact of anti-hunger programs at Kalamazoo Loaves & Fishes and in the broader Kalamazoo County. The Coordinator will research community food security indicators, assess local food security programs and support the work of the Hunger-Free Community Coalition of Kalamazoo County.

Responsibilities

- Plan and implement anti-hunger evaluation projects and activities; facilitate meetings, provide clear communication to project participants and stakeholders and monitor follow-up actions.
- Research best practices of food secure communities; incorporate learning into program evaluation and program planning; and make recommendations to develop the community plan to end hunger and improve community food security.
- Collect and analyze KLF and community food security data, develop meaningful indicators to track progress and design sustainable measurements systems for use at KLF and within the broader community.
- Design evaluation tools, including verbal and written surveys and focus groups of clients and other community food security stakeholders to better understand and demonstrate the effectiveness and impact of anti-hunger programs.
- Work with KLF and community staff and volunteers to develop and implement projects; engage diverse community in project planning and program evaluation, including marginalized community members.
- Other duties as assigned related to food security outcomes.

Qualifications:

- Undergraduate degree required; advanced degree in relevant area (such as program evaluation, data mapping or biostatistics) preferred.
- Familiarity with and commitment to improving the food security needs of low income people; knowledge of local, state and federal nutrition programs.
- Multicultural skills; Bilingual preferred.
- Demonstrated ability to work independently and proactively, lead projects, and organize time and priorities.
- Excellent written and verbal communication skills and interpersonal skills.
- Ability to collaborate and work well as a member of a team.
- Computer skills including Excel, PowerPoint and arcGIS.

Qualified applicants are asked to send cover letters and resumes to Phyllis@kzoolf.org by July 24, 2015. No phone calls, please.